CG-NSR, NIGHTLY SUMMARY REPORT

State Form 48683 (R2 / 6-08)

INDIANA GAMING COMMISSION

Name of organization		Date of event (*month,day, year*)		
Address of event (*number and street*)	City	State		ZIP code
License Number	Recorder's name			
Number of persons at event	Start-up money			

Part 1			**Bingo**		
1. Door Pack	Number Sold	Price Per Pack	Total		Bingo Payouts
	Subtotal		**1A**		**1B**

2. Early Birds/Warm Ups	Number Sold	Price Per Game	Total		Bingo Payouts
	Subtotal		**2A**		**2B**

3. Special Games	Number Sold	Price Per Game	Total		Bingo Payouts
	Subtotal		**3A**		**3B**

4. Night Owls	Number Sold	Price Per Game or Pack	Total		Bingo Payouts
	Subtotal		**4A**		**4B**

5. Cookie Jar/Hot Ball/ Hot Number	Number Sold	Price Per Game or Pack	Total		Bingo Payouts
	Subtotal		**5A**		**5B**

6. Total Gross Bingo Sales (*Add **Subtotals** from Lines 1A through 5A*)	6.	
7. Bingo Payouts (*Add Lines 1B through 5B*) (*Attach payout explanation sheet*)	7.	
8. **Net Bingo Profit** (*Subtract Line 7 from Line 6*)	**8.**	

Initials _____

Bar Sales

Bingo

Special Events

Period _____

Date _____
(*month, day, year*)

Date _____
(*month, day, year*)

Part 2			Pull Tab Nightly Report			
(9) Name of Game	(10) Box Serial #	(11) # of Tickets	(12) Gross Income	(13) Payout	(14) Net Profit	(15) Adjustments
		Totals	16a	16b	16c	16d
			Gross Income	Payout	Net Profit	Adjustments

CG-NSR

Bar Sales

Bingo

Special Events

Initials _____

Period _____

Date _____ *(month, day, year)*

Part 3 — Tip Boards

(17) Name	(18) Serial #	(19) # of Tips	(20) Price of Tip	(21) Gross Income	(22) Cash Payout	(23) Net Profit	(24) Adjustments	(25) Prize Item
Subtotals								

Date _____ *(month, day, year)*

Part 4 — Punchboards

(26) Name	(27) Serial #	(28) # of Punches	(29) Price Per Punch	(30) Gross Income	(31) Cash Payout	(32) Net Profit	(33) Adjustments	(34) Prize/Item
Subtotals								

35a. Total Tip Boards/Punchboards Gross Income (*Add subtotals from columns 21 and 30 and enter total*) .... **35a** [____]

35b. Total Tip Boards/Punchboards Cash Payouts (*Add subtotals from columns 22 and 31 and enter total*) .... **35b** [____]

35c. Total Tip Boards/Punchboards Net Profit (*Add subtotals from columns 23 and 32 and enter total*) .... **35c** [____]

35d. Total Tip Boards/Punchboards Adjustments (*Add subtotals from columns 24 and 33 and enter total*) .... **35d** [____]

Part 5	Miscellaneous Gross Receipts		
36. Concessions		36.	
37. Miscellaneous Retail Sales (*such as Trolls, Daubers, Etc.*)		37.	
38. Total Miscellaneous Gross Income (*Add Lines 36 through 37 and enter total*)		38.	
39. Payouts from Door Prizes		39.	
40. Net Miscellaneous Profit (*Line 38 minus Line 39*)		40.	

Part 6	Summary		
	Gross Total		
41. Gross Bingo Sales (*Enter amount from Line 6*)		41.	
42. Pull Tab Gross Income (*Enter amount from Line 16a*)		42.	
43. Tip Board and Punchboard Gross Income (*Enter amount from Line 35a*)		43.	
44. Miscellaneous Gross Income (*Enter amount from Line 38*)		44.	
45. **Gross Total:** (*Add Lines 41 through 44 and enter total*)		45.	
	Net Profit		
46. Net Bingo Profit (*Enter amount from Line 8*)		46.	
47. Actual Pull Tab Net Profit (*Line 16c plus or minus Line 16d*)		47.	
48. Actual Tip Board and Punchboard Net Profit (*Line 35c plus or minus Line 35d*)		48.	
49. Miscellaneous Net Profit (*Enter amount from Line 40*)		49.	
50. **Total Net Profit:** (*Add Lines 46 through 49 and enter total*)		50.	
51. Start-Up Money (*Enter amount from Page 1*)		51.	
52. **Total Profit including Start-Up Money** (*Add Lines 50 and 51*)		52.	

Part 7	Money Held for Next Event		
53. Amount to Be Held as Start-Up Money for Next Event		53.	
54. Amount from Special Games to Be Held for Next Event		54.	
55. Amount from Cookie Jar Games to Be Held for Next Event		55.	
56. Amount from Cover All Games to Be Held for Next Event		56.	
57. **Total Amount** Held for Next Event		57.	
58. Amount to Be Deposited into Bank Account from This Event (Subtract Line 57 from Line 52)		58.	

Part 8	Attachments

Attach a complete list of the first and last names of all operators and workers, their responsibilities, and the number of hours this gaming event was held.

Nightly Summary Report Instructions

When Should This Schedule Be Used?

All applicable pages (including the Part 6 Summary) must be completed each time you hold a bingo event. Also, separate pull tab, tip board, and/or punchboard sheets should be completed when these are sold separately from a bingo event (such as at the bar, dinners, special events, etc.).

Information Section

• Enter the name of the organization as it appears on the charity gaming license.

• Enter the date of the charity gaming event.

• Enter the address of the event where your organization will conduct the charity gaming event.

• Enter the organization's license number from the annual bingo license or single event license.

• Enter the name of the recorder who is preparing this document.

• Enter the number of people who attended the event.

• Enter the amount of money used as start-up money for this event.

Part 1 - Bingo

Lines 1-5: List each specific bingo game that your organization conducted. Include in this specific list "hot balls" and "cookie jars". Indicate the number of each game type sold, price charged per pack, and total income received (before payouts).

Line 6: Enter the total gross bingo sales (before payouts). **Note:** This amount must also be carried to Part 6, Line 41.

Line 7: Enter the total of all bingo game payouts. It is recommended that you list the payouts per game (such as your game program, format sheet, etc.) and then provide a total for the evening on Line 7.

Line 8: Subtract Line 7 from Line 6. Enter the result here and on Part 6, Line 46.

Part 2 - Pull Tab Nightly Sheet

A separate pull tab nightly sheet should be maintained for each location where pull tabs are sold. The sheet should be initialed by the person(s) who enter(s) the information.

Note: Organizations are required to keep the "seal" or "flare" card that comes with each box of pull tabs. These cards must have the hidden seal, winner signature(s), and indentification number(s), along with the date of sale and the game's serial number.

Column 9: Enter the name of each pull tab game played (i.e. Twin 200's, Double Diamonds, etc.).

Column 10: Enter the serial number of each pull tab game. This number is located on the outside of each pull tab box and on each pull tab.

Column 11: Enter the number of tickets in the deal or the box.

Column 12: Enter the total amount of income received from the sale of the pull tab game. Total income includes all cash taken in the winning tickets that are exchanged for additional pull tabs.

Column 13: Enter the total amount of payout of the game. This must include the top or grand prize plus all the smaller prizes.

Column 14: Subtract Column 13 from Column 12 and enter the result here.

Column 15: Indicate all adjustments, accounting for any overages or shortages due to the sale of that box. Enter any shortages in <brackets>.

Totals: Enter the total of Column 12 entries of Line 16a and Part 6, Line 43. Enter the total of Column 13 entries on Line 16b. Enter the total of Column 14 entries on Line 16c. Enter the total of Column 15 entries on Line 16d. Enter the total of Line 16c plus or minus Line 16d on Part 6, Line 48.

Part 3 - Tip Boards

A separate Tip Board Nightly Sheet should be kept for each location where tip boards are sold. This sheet should be initialed by the person(s) who enter(s) the information.

Column 17: Enter the name of the tip board game being played.

Column 18: Enter the serial number of the tip board game being played.

Column 19: Enter the number of tips.

Column 20: Enter the price that your organization is charging the participants for the purchase of a tip.

Column 21: Enter the total income received from the sale of the tip board game.

Column 22: Enter the cash payouts awarded to the person with the winning tip.

Column 23: Subtract Line 22 from Line 21 and enter the result here.

Column 24: Indicate all adjustments, accounting for any overages or shortages. Enter any shortages in <brackets>.

Column 25: Enter the actual item(s) given away as a prize for the tip board game.

Part 4 - Punchboards

A separate Punchboard Nightly Sheet should be kept for each location where punchboards are sold. This sheet should be initialed by the person(s) who enter(s) the information.

Column 26: Enter the name of the punchboard game being played.

Column 27: Enter the serial number of the punchboard game being played.

Column 28: Enter the number of punches in a punchboard.

Column 29: Enter the price that your organization is charging the participants for the purchase of a punch.

Column 30: Enter the total income received from the sale of the punchboard game.

Column 31: Enter the cash payouts awarded to the person with the winning punch.

Column 32: Subtract Line 31 from Line 30 and enter the result here.

Column 33: Indicate all adjustments, accounting for any overages or shortages. Enter any shortages in <brackets>.

Column 34: Enter the actual item(s) given away as a prize for the punchboard game.

Line 35a: Add the subtotals from Columns 21 and 30. Enter the result here and on Part 6 Line 44.

Line 35b: Add the subtotals from Columns 22 and 31. Enter the result here.

Line 35c: Add the subtotals from Columns 23 and 32.

Line 35d: Add the subtotals from Columns 24 and 33.

Part 5 - Miscellaneous Gross Receipts

Line 36: Enter the gross income received from direct concession sales at the gaming event.

Line 37: Enter the gross income received from the sale of miscellaneous items sold at your gaming event (i.e. selling trolls, daubers, key chains, tee shirts, etc.).

Line 38: Add Lines 36 and 37 and enter the total here.

Line 39: Enter the total amount of payouts from the door prize.

Line 40: Subtract Line 39 from Line 38. Enter the result here and on Part 6, Line 49.

Part 6 - Summary

Line 41: Enter the gross bingo sales from Part 1, Line 6.

Line 42: Enter on this line the pull tab gross income from Part 2, Line 16a.

Line 43: Enter the pull tab and punchboard income from Line 35a of Part 3 and 4.

Line 44: Enter on this line the miscellaneous income from Part 5, Line 38.

Line 45: Add Lines 41, 42, 43, and 44 and enter the total here.

Line 46: Enter the net bingo profit from Part 1, Line 8.

Line 47: Enter from Part 2 the total of Line 16c plus or minus Line 16d.

Line 48: Enter from Parts 3 and 4 the total of Line 35c plus or minus Line 35d.

Line 49: Enter on this line the miscellaneous net profit from Part 5, Line 40.

Line 50: Add Lines 46, 47, 48, and 49 and enter here.

Line 51: Enter Start-Up Money from top of Page 1.

Line 52: Add Lines 50 and 51 and enter here.

Part 7 - Money Held for Next Event

Line 53: Enter the amount of money to be held as start-up money for the next event.

Line 54: Enter the amount of money from special games to be carried over for the next event.

Line 55: Enter the amount of money from cookie jar games to be carried over from the next event.

Line 56: Enter the amount of money from cover all games to be carried over for the next event.

Line 57: Add Lines 51 through 54 and enter the total amount of money held for the next event.

Line 58: Enter the amount of money to be deposited into your organization's bank account from this event.

Part 8 - Attachments

Attach a complete list of the first and last names of all operators and workers and their responsibilities at this gaming event.